



## **Gnosall Parish Council**

**(including the wards of Moreton & Knightley).**

### **Minutes of the Events Committee Meeting**

**held at 19:30 hours on Tuesday 5<sup>th</sup> September 2023 in the Parish Office.**

#### **Present.**

Councillor Simkin (Chair); Councillor Booth; Councillor Haycock; Councillor Ingram; Councillor Symons and Councillor Pearson, together with the Council Support Officer, Stu Ridgewell.

#### **Public Open Forum - 5 minutes maximum.**

There were no members of the public present.

#### **1. To Receive Apologies and Record Absences.**

Apologies were received from Councillor Buckless; Councillor Gregory; Councillor Holmes and Councillor Mills. Reverend Hudson was not present.

#### **2. To Record any Declarations of Interest.**

Councillors Simkin and Ingram declared interests as trustees of the Memorial Village Hall.

Councillor Haycock declared an interest as he operates an events listing website.

Councillor Pearson stated her wish to become a regular member of the Events Committee, and she was duly welcomed.

#### **3. To Receive and Confirm the Minutes of the Meeting Held on Tuesday 11<sup>th</sup> July 2023.**

Councillors Booth and Pearson abstained from voting as they were not present at the previous meeting. The minutes were otherwise approved as a true and accurate record.

#### **4. To Conduct a Debrief Regarding GFest 2023.**

All GFest events were discussed and it was agreed that poor weather was likely to have been a factor in the low-attendance at outside events.

Councillor Booth stated that GPC had received a grant she had applied to the County Council for that was to be used to fund the purchase of new banners.

**Action:** Councillor Haycock agreed to design new, generic banners for forthcoming GFest events.

Following discussion, it was agreed that the following donations should be made from GFest funds:

- £100 to the Memorial Village Hall &
- £50 to the Heritage Group.

## **5. To Make Plans for the Forthcoming Christmas Lights Event on Saturday 25<sup>th</sup> November 2023.**

Following lengthy discussion, it was decided to keep the two session format as previous years (i.e., 16:00 – 17:00 and 16:45 – 17:45), with the overlap for the Christmas Lights Switch-On.

**Actions:** The following actions were agreed:

- CSO to ascertain available funds for the event.
- CSO to ascertain the status of the batteries from Roger Greatrex.
- CSO to ask Gnosall Handbells if they wish to participate.
- Councillor Ingram to enquire with Gnosall Singers if they wish to participate.
- Councillor Simkin to enquire with the Scouts if they wish to run their Hot Dog stall again and if they also wish to run a Tombola.
- Councillor Booth to enquire about the availability, suitability and cost of having Alpacas at the event.
- Councillor Pearson to ascertain requirement for some crafting tables.
- CSO to make enquiries about the availability and cost of a children's entertainer.
- Councillor Simkin to make enquiries about the availability and cost of a snow making machine.
- Councillor Haycock to make enquiries concerning members of Newport Musical Theatre Academy who may be willing to act as characters from 'Frozen'.

The committee also welcomed Councillor Gregory's offer of a Christmas Cake as a raffle prize.

## **6. To Consider any Health & Safety Matters.**

The CSO stated that Councillor Mills was in the process of composing risk assessments for the Christmas Trees (placement and lighting) as well as the Christmas Lights Switch-On.

## **7. To Agree the Date and Time of the Next Meeting.**

19:30 hours on Wednesday 20<sup>th</sup> September 2023, at the Parish Office.

The meeting was closed by the Chair at 21:22 hours.



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